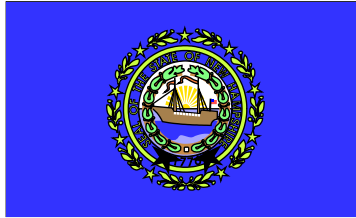


# ANNUAL REPORT



STATE OF NEW HAMPSHIRE

## POLICE STANDARDS AND TRAINING COUNCIL



July 1, 2001 - June 30, 2002

November 15, 2002

Pursuant to RSA 188-F:24, VII

## TABLE OF CONTENTS

Governor and Council	
Council Membership	
Letter to Governor	
Organization and Functions .....	1
Personnel Data .....	3
Organizational Chart .....	4
Fiscal Year 2002 .....	5
Physical Plant and Property Appraisal .....	5
Acquisition Value .....	5
Receipts .....	5
Disbursements to Cities and Towns .....	5
Disbursements to State Agencies .....	5
Expenditures .....	6
Penalty Assessment Fund .....	6
Administration and Support .....	6
Training .....	7
Corrections .....	7
Comparison of Penalty Assessment .....	8
Monthly Receipts .....	8
Penalty Assessment .....	9
Revenues & PSTC Budget Comparison .....	9
Historical & Projected Revenues .....	10
Monthly Activities .....	11
Major Accomplishments/Operations .....	12
Accreditation Program .....	13
Assistance to Communities .....	13
Compliance Monitoring .....	14
Suspension/Decertification Activity .....	15
Specialized Training Grant Fund .....	16
Legislation .....	17
Needed Legislation .....	17
The Future .....	17
The Council Staff .....	18
Administration .....	18
Staff .....	20
Administrative Staff Off-Site Activities .....	25
Required Basic Training .....	27
Full-Time Police Officer Statistics .....	28
Full-Time Officer Turnover .....	28
Number of Full-Time Officers in State .....	29
Average Number Hired/Terminated Monthly .....	29
Monthly Activity .....	29
Number Waiting Attendance Per Month .....	30
Basic Police Academies .....	31
Reciprocal Student Sit-Ins .....	33
Part-Time Officer Statistics .....	34

Monthly .....	34
Part-Time Schools .....	34
Number of Part-Time Officers in State .....	35
Awaiting Part-Time Certification - Month .....	35
Basic Corrections Academies .....	36
In-Service Training .....	38
Concord .....	38
Regional .....	42
Corrections In-Service Curriculum .....	43
Miscellaneous .....	44
Correspondence Courses .....	44
Probation/Parole Certificates .....	44
Breakdown of State Corrections Personnel .....	44
Annual Firearms Training .....	44
Specialized Certificates .....	45
Student Hours of Training .....	45
Number of Meals Authorized for Students .....	45
Media Unit Report .....	45

## GOVERNOR AND COUNCIL

Governor Jeanne Shaheen

Honorable Raymond S. Burton, Executive Councilor

Honorable Ruth L. Griffin, Executive Councilor

Honorable Raymond J. Wieczorek, Executive Councilor

Honorable Peter J. Spaulding, Executive Councilor

Honorable David K. Wheeler, Executive Councilor

## COUNCIL MEMBERSHIP

2001 - 2002

<b>Position</b>	<b>Member</b>	<b>Date Appointed</b>	<b>Date Expires</b>
Chairman	Justice W.H.D. Townley-Tilson	December 27, 1989	March 17, 2003
Member	Chief John P. Curran	March 1, 1999	May 21, 2004
Member	Chief Alan J. Tardif	September 9, 1998	May 21, 2004
Member	Chief William L. Wrenn	August 11, 1999	March 17, 2003
Member	Chief Donald L. Gross	December 8, 2000	March 2, 2003
Member	Sheriff Michael L. Prozzo, Jr.	December 6, 1996	May 21, 2004
Member	Sheriff Martin R. Heon, Jr.	January 25, 1999	March 17, 2003
Member	Assoc. Justice Norman Champagne	May 25, 2000	May 25, 2004
Member	Commissioner John O'Donnell	Community-Technical College System	(ex-officio)
Member	Colonel Gary M. Sloper	NH State Police	(ex-officio)
Member	Commissioner Phil Stanley	NH Dept. of Corrections	(ex-officio)
Member	Philip T. McLaughlin	Attorney General	(ex officio)



## COUNCIL MEMBERSHIP

The members of the NH Police Standards and Training Council during the current fiscal year were the Chairman, Justice W. Dale Townley-Tilson of the Franklin District Court; the Vice-Chairman, Michael L. Prozzo, Jr., Sheriff of the Sullivan County Sheriff's Department; John P. Curran, Chief of the Town of Meredith Police Department; Donald L. Gross, Chief of the City of Nashua Police Department; Martin R. Heon, Jr., Sheriff of the Strafford County Sheriff's Department; Alan J. Tardif, Chief of the City of Berlin Police Department; William L. Wrenn, Chief of the Town of Hampton Police Department; Associate Justice Norman Champagne of the Manchester District Court; John O'Donnell, Commissioner of the Community-Technical College System; Phil Stanley, Commissioner of the NH Department of Corrections; Colonel Gary M. Sloper, Director of the NH State Police; and Attorney General Philip T. McLaughlin.

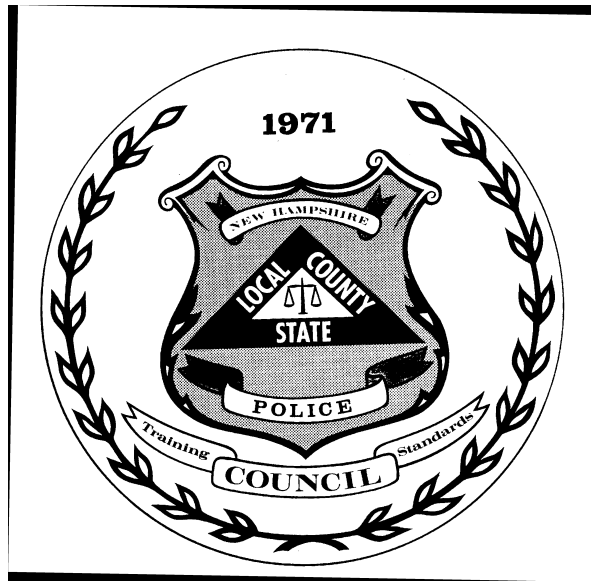
By law, the members of the Council, appointed by the Governor, must include two town police chiefs, two city police chiefs, two high sheriffs, two justices of the District or Superior Court system, the Commissioner of the Community Technical College System, the Attorney General, the Commissioner of Corrections, and the Director of State Police. Terms are two years in length. The Chairman is designated by the Governor, and the members elect the Vice-Chairman.

**THIS PAGE CONTAINED A LETTER TO THE GOVERNOR SUBMITTING THIS REPORT**

# NH POLICE STANDARDS AND TRAINING COUNCIL

## ANNUAL REPORT

Fiscal Year July 1, 2001 - June 30, 2002



### ORGANIZATION AND FUNCTIONS

The New Hampshire Police Standards and Training Council is a unit of the NH Community-Technical College System, and was established by the Legislature in 1971. Its expressed objectives are establishing minimum hiring and educational standards for police, state corrections, and probation-parole officers, certification of persons as being qualified to serve in those positions, providing mandatory basic training to new police, state corrections and probation-parole officers, and providing in-service training to police, state corrections and probation-parole officers. Police Standards and Training also provides basic and in-service training to civilian employees of the New Hampshire Department of Corrections. We approve the curriculum and physical fitness standards for County Corrections Officers who are enrolled in the Group II (law enforcement) retirement system. We conduct a voluntary accreditation program for law enforcement agencies, publish model policies and a monthly training periodical which we mail to all police departments in the State. We provide advice and consultation to towns and cities on law enforcement matters, and to schools and colleges with criminal justice programs.

The Council is funded by the Penalty Assessment Fund established under RSA 188-F:31. Each court with criminal jurisdiction is required to levy a surcharge of \$2.00 or 15% on each fine imposed for all except municipal parking violations. This money is deposited in a special, non-lapsing fund to support police training. An additional 5% is collected to support victim assistance programs in the state. In addition, \$5 from each prisoner supervision fee collected by the NH Department of Corrections for the supervision of probationers and parolees is deposited in the Penalty Assessment Fund for training police and corrections officers. The Council receives no General Fund support, and funds its total operation from this revenue stream.



Our headquarters are located adjacent to the grounds of the NH Community Technical Institute on Institute Drive in Concord, in a Law Enforcement Training Facility which was opened on October 25, 1983. Prior to that time, training had been provided at Pease Air Base in Newington, and at other locations as space became available. An additional lecture hall, two more classrooms and several additional offices were opened on July 1, 1989. Another 33,280 square feet (on two floors) Tactical Training Center and a 7,600 square feet (on two floors) dormitory addition were completed in 1993, giving us a total of 77,000 square feet on 4.5 acres of land, and overnight accommodations for more than 100 persons.

Policies are set by the 12-member Police Standards and Training Council. Administrative operations are under the control of the Director of Police Standards and Training. The Director is nominated by the Council and appointed for a four-year term by the Commissioner of the NH Community Technical College System. The current Director is Earl M. Sweeney of Belmont, who took office on September 3, 1985, and was reappointed on September 3, 1989, September 3, 1993, September 3, 1997, and September 3, 2001.

The Council was a non-affiliated state agency reporting directly to the Governor until July 1, 1985. With the passage of Chapter 152, Laws of 1985, it became attached to the Department of Postsecondary Technical Education, subsequently the NH Department of Regional Community-Technical Colleges, and since 1998 known as the NH Community Technical College System. Laws of 1985, 152:4, provide that Police Standards & Training shall be a separate PAU within the System, administratively attached and separately financed. The Council also retains its rule-making authority independent from the System. By the 1998 Legislature, the Police Standards & Training Council, like the rest of the college system, gained flexibility in making purchases, and in fiscal transfers through the System's Board of Trustees.

The Council is required to coordinate its efforts with the Board of Trustees of the System to improve the quality and scope of its courses, to offer as many regional law enforcement courses as required, and to obtain academic accreditation for Council courses wherever possible. Persons who are not police or corrections officers may attend certain courses under such conditions and





for such tuition as the Council and the System may establish. The Council and Board of Trustees, upon recommendation of the Director, may close certain courses to non-police personnel. Current enrollment of state, county and local officers in our courses is so high that it precludes the acceptance of tuition students, although it is our intention to begin such a program as soon as it is feasible.

The Council currently certifies 4,446 police officers, both full- and part-time, who are employed by the State, the various Counties and local units of government, and trains or certifies a total of 1,163 sworn and civilian employees of the New Hampshire Department of Corrections.

PERSONNEL DATA					
Current Number of Positions					
	6/30/98	6/30/99	6/30/00	6/30/01	6/30/02
Unclassified	1	1	1	1	1
Classified	24.5*	24.5*	24.5*	24.5*	24.5
Federally-funded Classified	0	0	0	0	0.5*
	25.5	25.5	25.5	25.5	26

\*One works 28 hours per week.

**THIS PAGE CONTAINED THE ORGANIZATIONAL CHART OF PSTC**

**FISCAL YEAR 2002**

**PHYSICAL PLANT AND PROPERTY APPRAISAL**

ACQUISITION VALUE			
	<i>June 30, 2000</i>	<i>June 30, 2001</i>	<i>June 30, 2002</i>
1. Equipment	\$1,175,655.67	\$1,242,995.36	\$1,250,100.81
2. Physical Plant	6,357,929.00	6,357,929.00	6,357,929.00
3. Farm	0.00	0.00	0.00
4. Highway	0.00	0.00	0.00
	\$7,533,584.67	\$7,600,924.36	\$7,608,029.81

RECEIPTS			
	<i>June 30, 2000</i>	<i>June 30, 2001</i>	<i>June 30, 2002</i>
1. Tax Collection	\$0.00	\$0.00	\$0.00
2. Federal Funds (grants)	41,258.98	92,442.01	119,724.98
3. All Other Sources			
a. State Appropriation	0.00	0.00	0.00
b. Penalty Assessment	2,716,471.15	2,834,617.18	2,822,345.96
c. Other	0.00	0.00	0.00
	\$2,757,730.13	\$2,927,059.19	\$2,942,070.94

DISBURSEMENTS TO CITIES AND TOWNS			
	<i>June 30, 2000</i>	<i>June 30, 2001</i>	<i>June 30, 2002</i>
1. Specialized Training Grants	\$42,805.11	\$36,879.83	\$38,544.70
2. Drug Grants	0.00	0.00	0.00
	\$42,805.11	\$36,879.83	\$38,544.70

DISBURSEMENTS TO STATE AGENCIES			
	<i>June 30, 2000</i>	<i>June 30, 2001</i>	<i>June 30, 2002</i>
1. NH Technical Institute	\$6,552.00	\$6,552.00	\$6,552.00
2. Attorney General	\$48,962.00	\$46,818.00	\$45,017.00
3. Health & Human Services	\$770.00	\$770.00	\$770.00
4. NH State Police	\$0.00	\$0.00	\$0.00
5. Div. of Information Systems	\$0.00	\$0.00	\$0.00
	\$56,284.00	\$54,140.00	\$52,339.00

**EXPENDITURES**  
**PENALTY ASSESSMENT FUND**

<i>ADMINISTRATION AND SUPPORT</i>	<i>June 30, 2000</i>	<i>June 30, 2001</i>	<i>June 30, 2002</i>
Permanent Personnel	\$269,074.60	\$271,272.98	\$292,692.20
Temporary Personnel	\$1,480.88	\$0.00	\$0.00
Director	59,993.63	59,748.01	67,770.62
Current Expense	81,926.75	80,818.49	90,372.71
Lease Rent - Other Than State	1,514.83	1,531.43	1,764.52
Heat, Water & Electricity	63,729.48	75,361.39	68,261.86
Maint Other Than Bldg & Grounds	35,671.38	36,591.87	35,284.37
Organizational Dues	320.00	615.00	635.00
Equipment	36,197.10	56,899.23	48,041.24
Indirect Costs	17,647.00	21,302.00	22,499.00
Transfer to Other State Agencies	56,284.00	54,140.00	52,339.00
Other Personnel Services	3,735.47	4,166.57	3,927.23
Benefits	93,241.18	101,006.34	117,426.58
Additional Fringe Benefits	10,881.96	14,751.01	16,528.08
In-State Travel	6,083.35	9,549.22	4,700.79
Out-of-State Travel	5,057.09	3,804.89	10,740.34
Debt Service	467,566.54	458,043.98	426,697.12
Contract Maint. Bldg. & Grounds	0.00	31,331.87	43,777.52
Old Year Reserves	20,547.62	14,985.79	23,405.06
Building Repairs	0.00	0.00	21,477.00
<i>Sub-Total Administration &amp; Support</i>	\$1,230,952.86	\$1,295,920.07	\$1,348,340.24

<i>TRAINING</i>	<i>June 30, 2000</i>	<i>June 30, 2001</i>	<i>June 30, 2002</i>
Permanent Personnel	\$487,458.49	\$480,677.77	\$507,274.69
Temporary Personnel	31,896.88	32,880.36	35,343.68
Current Expense	89,020.12	101,011.14	75,951.64
Rents & Leases Other Than State	846.03	1,023.83	831.92
Organizational Dues	185.00	185.00	145.00
Maint Other Than Bldg & Grounds	5,645.07	4,859.03	5,832.60

<b>TRAINING</b>	<b><i>June 30, 2000</i></b>	<b><i>June 30, 2001</i></b>	<b><i>June 30, 2002</i></b>
Equipment	0.00	0.00	399.00
Transfer to Other State Agencies	3,000.00	3,000.00	3,000.00
Consultants	120,723.77	126,383.80	143,216.72
Other Personnel Services	12,999.68	14,190.60	16,783.78
Benefits	135,374.00	147,984.38	151,697.45
Additional Fringe Benefits	18,696.70	24,364.97	28,934.84
In-State Travel	118,308.57	109,646.60	122,589.75
Sexual Assault Training	0.00	0.00	0.00
Specialized Training Grants	42,805.11	36,879.83	38,544.70
Old Year Reserves	10,274.84	21,056.50	5,187.50
<i>Sub-Total Training</i>	\$1,077,234.26	\$1,104,143.81	\$1,135,733.27

<b>CORRECTIONS</b>	<b><i>June 30, 2000</i></b>	<b><i>June 30, 2001</i></b>	<b><i>June 30, 2002</i></b>
Permanent Personnel	\$66,729.58	\$68,965.82	\$73,979.68
Current Expense	20,243.72	14,884.78	15,950.80
Rents & Leases Other Than State	294.93	308.65	273.48
Organizational Dues	35.00	35.00	35.00
Consultants	0.00	0.00	0.00
Other Personnel Services	1,025.20	883.57	248.49
Benefits	18,200.30	19,747.30	21,303.75
Additional Fringe Benefits	2,697.21	3,658.29	4,235.07
In-State Travel	16,939.16	22,535.22	17,959.97
Berlin Prison	0.00	20,580.70	0.00
Old Year Reserves	142.80	6,816.92	4,315.75
<i>Sub-Total Corrections</i>	126,307.90	158,416.25	138,301.99
<b><i>Sub-total Administration &amp; Support</i></b>	1,230,952.86	1,295,920.07	1,348,340.24
<b><i>Sub-total Training</i></b>	1,077,234.26	1,104,143.81	1,135,733.27
<b><i>TOTAL EXPENDITURES</i></b>	\$2,434,495.02	\$2,558,480.13	\$2,622,375.50

# COMPARISON OF PENALTY ASSESSMENT

## MONTHLY RECEIPTS

	<i><b>FY98</b></i>	<i><b>FY99</b></i>	<i><b>FY00</b></i>	<i><b>FY01</b></i>	<i><b>FY02</b></i>
July	\$192,510	\$194,718	\$216,342	\$213,814	\$193,889
August	198,281	188,429	179,725	235,328	213,376
September	198,595	231,375	271,029	234,945	278,855
October	210,159	227,112	238,509	252,498	268,397
November	174,126	197,282	224,286	211,405	205,177
December	172,880	219,391	155,180	200,668	193,562
January	179,543	167,772	217,689	216,343	222,103
February	198,380	205,622	230,517	209,516	221,006
March	223,345	258,906	251,611	225,096	259,195
April	207,551	228,182	193,214	188,807	219,516
May	211,592	211,857	239,111	249,832	217,646
June	263,458	290,727	299,258	*396,365	*329,622
<i><b>TOTAL</b></i>	\$2,430,420	\$2,621,373	\$2,716,471	\$2,834,617	\$2,822,344
	(+1.5%)	(+7.3%)	(+3.5%)	(+4.2%)	(-.43%)

Fund balance June 30, 1998 - \$1,845,602.82

Fund balance June 30, 1999 - \$1,874,056.14

Fund balance June 30, 2000 - \$2,107,620.62

Fund balance June 30, 2001 - \$2,334,199.42

Fund balance June 30, 2002 - \$2,399,562.09

\*Includes large deposit of supervisory fees from the Department of Corrections.

# PENALTY ASSESSMENT

## REVENUES & PSTC BUDGET COMPARISON

	REVENUES	BUDGET
FY82	\$ 746,208	\$ 420,225
FY83	855,700	419,577
FY84	1,015,922	614,905
FY85	1,209,215	843,862
FY86	1,348,012	1,014,321
FY87	1,548,186	1,215,495
FY88	1,753,024	1,269,682
FY89	1,813,413	* 1,938,949
FY90	1,940,322	** 1,782,009
FY91	2,429,489	1,545,423
FY92	2,234,591	1,673,832
FY93	2,175,692	1,682,309
FY94	2,207,604	2,153,754
FY95	2,308,246	2,194,686
FY96	2,250,627	2,306,694
FY97	2,393,457	2,447,589
FY98	2,430,420	2,546,589
FY99	2,621,373	2,632,918
FY00	2,716,471	2,718,412
FY01	2,834,617	2,741,576
FY02	2,822,344	2,895,075

\* Included \$570,000 capital appropriation.

\*\* Included \$275,000 facility design.

PENALTY ASSESSMENT  
HISTORICAL & PROJECTED REVENUES

	PROJECTED	ACTUAL
FY78-79	-----	\$761,422
FY80	-----	\$575,454
FY81	-----	\$682,001
FY82	-----	\$746,208
FY83	-----	\$855,700
FY84	-----	\$1,015,922
FY85	\$1,116,000	\$1,209,215
FY86	\$1,330,136	\$1,348,212
FY87	\$1,463,150	\$1,548,186
FY88	\$1,609,465	\$1,753,024
FY89	\$1,770,411	\$1,813,413
FY90	\$1,947,452	\$1,940,322 (+6.9%)
FY91	\$2,231,311	*\$2,429,489 (+25.2%)
FY92	\$2,231,311	\$2,234,591 (-8%)
FY93	\$2,253,624	\$2,175,692 (-2.6%)
FY94	\$2,300,000	**\$2,207,604 (+1.5%)
FY95	**\$2,250,000	\$2,308,246 (+4.6%)
FY96	\$2,385,000	\$2,250,627 (-2.6%)
FY97	\$2,300,000	\$2,393,457 (+6.0%)
FY98	\$2,300,000	\$2,430,420 (+1.5%)
FY99	\$2,450,000	\$2,621,373 (+7.3%)
FY00	\$2,400,000	\$2,716,471 (+3.5%)
FY01	\$2,630,000	\$2,834,617 (+4.2%)
FY02	\$2,700,000	\$2,822,344 (-4.3%)
FY03	\$2,800,000	-----

\* With increase in rate from 10% to 15%.

\*\* With prisoner supervision fees.



# PENALTY ASSESSMENT

## MONTHLY ACTIVITIES

REVENUE FOR FISCAL YEAR 02				
Month		Revenue	Trans/Exp	New Balance
<i>Beginning Balance</i>				\$2,334,199.42
July	\$2,334,199.42	\$193,889.47		\$2,528,088.89
August	\$2,528,088.89	\$213,376.24		\$2,741,465.13
September	\$2,741,465.13	\$278,855.22		\$3,020,320.35
<b>1<sup>st</sup> Qtr Transfer</b>	\$3,020,320.35		\$646,197.51	\$2,374,122.84
October	\$2,374,122.84	\$268,397.12		\$2,642,519.96
November	\$2,642,519.96	\$205,176.59		\$2,847,696.55
December	\$2,847,696.55	\$193,562.36		\$3,041,258.91
<b>2<sup>nd</sup> Qtr Transfer</b>	\$3,041,258.91		\$711,957.14	\$2,329,301.77
2822345.96	\$2,329,301.77	\$222,103.45	\$125,000.00	\$2,426,405.22
February	\$2,426,405.22	\$221,006.41		\$2,647,411.63
March	\$2,647,411.63	\$259,195.07		\$2,906,606.70
<b>3<sup>rd</sup> Qtr Transfer</b>	\$2,906,606.70		\$527,005.14	\$2,379,601.56
April	\$2,379,601.56	\$219,515.75		\$2,599,117.31
May	\$2,599,117.31	\$217,646.17		\$2,816,763.48
June	\$2,816,763.48	\$217,400.45		\$3,034,163.93
<b>4<sup>th</sup> Qtr Transfer</b>	\$3,034,163.93		\$746,823.50	\$2,287,340.43
<b>Year End Adjustment</b>	\$2,287,340.43	\$112,221.66		\$2,399,562.09
<i>Beginning Balance</i>	\$2,334,199.42	+\$2,822,345.96	-\$2,756,983.29	\$2,399,562.09

June, 2001 revenue of \$336,354.49 includes one large deposit of supervisory fees from the Department of Corrections for the entire year.

## MAJOR ACCOMPLISHMENTS/OPERATIONS

We continue to experience problems, along with most of the law enforcement community, in recruiting experienced and capable persons to fill sworn training positions on our staff. We have had two Law Enforcement Training Specialist positions open for months. Despite an adjustment to the salary levels of these positions last year, they still lag behind substantial pay raises received by the State Police and some of the major local police departments. If we are to continue to be able to recruit "the best of the best" to train our young officers, this is an issue that must be addressed.

Among the accomplishments of our agency during the past year, the following were particularly noteworthy:

- The receipt of federally-funded equipment which enables us to establish a "virtual classroom" at the Littleton Learning Center. Classes can be broadcast from the Police Academy facility in Concord and students in a classroom in Littleton can see, hear, and be seen and heard by instructors in Concord. During the coming year, we will be making a number of classes available to the North Country through this medium, including presenting segments of a regional part-time officer basic training course in this manner.
- The replacement of the roof on the administrative and dormitory wing of the building, which had deteriorated and was leaking badly.
- The replacement of worn-out flooring in the main corridor of the Training Facility.
- Finally obtaining Internet access and external email throughout our organization.
- Subsequent to the tragic World Trade Tower and Pentagon terrorist attacks, we were able to secure a federal grant from through the Attorney General's Office and hire a part-time Homeland Security Training Coordinator. We developed four homeland security-related training courses on CD-ROM and made them available to police officers throughout the state. We also presented anti-terrorism classes by the Louisiana State University to in-service students at our Training Facility, and we are collaborating with Dartmouth College on developing additional interactive video courses on terrorism and homeland security. We also distributed to law enforcement in the state a model policy on handling suspicious mail and packages, in the wake of the Anthrax threat. Director Sweeney was appointed to serve on both the State Anti-Terrorism Task Force and a similar group organized by the United States Attorney for the District of New Hampshire.
- Through a federal grant from the Highway Safety Agency, we obtained a portable rollover simulator that enables us to teach police officers the value of safety belts and child safety seats, and how to extricate persons from safety belts if they are involved in a rollover collision. We have also used this device for numerous public demonstrations.
- We have begun a two-year project to rewrite the curriculum in the New Hampshire Police Academy.

- Thanks to an appropriation in our current budget, we have added a Paralegal position to our staff. This person is proving to be invaluable in assisting us with the many legal intricacies involved with decertification hearings.
- After much diligence and interaction with the Division of Personnel, the Word Processor Operator I and II positions were finally reclassified to correctly reflect the tasks involved in providing administrative aid to the independent units within the agency of full-time recruit academies, corrections academies, part-time officers' schools, and the many in-service programs we provide. Previously classified Word Processor Operators II, who handle all the administrative duties attached to the full-time recruit and corrections academies respectively, were reclassified as Program Assistants II, as was the Word Processor I who handles all administrative duties attached to the Part-Time Officers' schools both in Concord and around the state. Two other Word Processor Operators I, who handle the in-service program from first request for a class entry to copy of CEU credits in the attendee's file, were reclassified to Program Assistants I.

### **Accreditation Program**

With assistance from the Northern New England Police Accreditation Coalition, we continue to conduct on-site assessments of NH police departments applying for State Accreditation through our voluntary accreditation program.

There are currently 19 accredited agencies in New Hampshire, 6 of them that have achieved the national accreditation level. There are an additional 15 agencies that have entered the accreditation process and are working toward it. Following is a list of currently accredited agencies, and the level at which they are accredited (there are four successive levels, the last of which is national accreditation)



#### **Level IV**

Dover  
Durham  
Goffstown  
Greenville  
Manchester  
Nashua

#### **Level III**

Hudson  
Pembroke  
Plymouth  
Weare  
Exeter

#### **Level I**

Exeter  
Keene  
Lincoln  
Londonderry  
Merrimack  
New Boston

New Hampton  
State Police  
Troy  
Plymouth

### **Assistance to Communities**

We have provided services in connection with the hiring process to a number of towns who were hiring new Police Chiefs or issuing promotions, including Ashland, Canterbury, Franklin, Newington, New Ipswich and Pelham.

We are affiliated with the International Personnel Management Association and authorized to use their testing services. We have assisted several departments in administering promotional exams through this testing service, including Hampton and Somersworth.

We also participate with the NH Association of Chiefs of Police Professional Standards and Awards Committee, upon request, in police staffing and deployment studies for local communities. We participated in several such endeavors during the past year.

We have held awards ceremonies at police academy graduations for police officers who performed heroic acts, and sponsor an annual awards luncheon to recognize officers who have made significant contributions to traffic safety during the year.

Through an arrangement with Psychological Resources, Inc., of Atlanta, Georgia, we make available low-cost computer-generated psychological screening services to law enforcement agencies for their applicants who take the tests at our facility.

We continue to provide the sound system and assist with the arrangements for the annual Police Memorial Day observance at the Legislative Office Building.

## **COMPLIANCE MONITORING**

Our compliance activity is characterized by the following:

- Investigations into alleged rules violations or other departmental or individual conduct that could result in suspension or revocation of police or corrections officers' certifications.
- Background investigations conducted on the ability and fitness of persons to serve as Police Standards & Training Council employees, staff members, and in some cases, state, county, or local police or corrections officers.
- Examination of the documentation submitted by officers from other states requesting certification in New Hampshire based on prior training and experience, or officers re-entering the field.
- Investigations into administrative matters or situations that are later deemed not to involve or affect certification and are therefore suspended.
- Files that are maintained on incidents involving police officers which indicate a need for positive changes in our training programs or entrance standards.
- Monitoring compliance with our various rules, which involves submission of forms and data from state, county, and local law enforcement and/or corrections agencies.

Following is a detailed listing of the results of decertification hearings held in the past fiscal year. Surrender of police certification carries the same ramifications as revocation of police certification—a minimum two-year period before an individual can petition the Council to grant eligibility to regain recertification. Decisions of the Council are appealable only to the New Hampshire Supreme Court.



LEGEND: FT = full-time PT = part-time

SUSPENSION/DECERTIFICATION ACTIVITY - FY01/02		
RANK	OFFENSE	DISPOSITION
FT Chief	Falsification of department firearms and other training records	Surrender
PT Officer	14 illegal actions—theft, drug use, prisoner abuse, et al	Surrender
PT Chief	Firearms records falsification	Decertification
PT Officer	Obstructing the reporting of a crime, et al	Surrender
Corrections Officer	Driving while intoxicated	90 days suspension
Corrections Officer	Indecent exposure	Decertification
Corrections Officer	Driving while intoxicated	90 days suspension
FT Lieutenant & Prosecutor	Multiple counts—aggravated felonious sexual assault	Surrender
FT Deputy Sheriff	Alleged illegal drug sniffs with assigned K-9	Surrender
Corrections Officer	Unauthorized use of a firearm	Decertification

Decertification ..... 3  
Surrender ..... 5  
90 days suspensions ..... 3

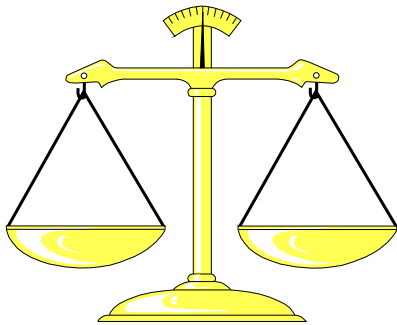
## SPECIALIZED TRAINING

The Council provides specialized training grants to law enforcement agencies to partially subsidize the cost of sending officers to needed training programs that are not available in-state.

SPECIALIZED TRAINING GRANT FUND FY01/02	
DEPARTMENT	TOTAL
Amherst	\$1,000.00
Belmont	\$2,000.00
Bow	\$1,000.00
Brookline	\$2,516.50
Chesterfield	\$2,115.33
Claremont	\$2,000.00
Concord	\$3,000.00
Durham	\$1,663.30
Exeter	\$1,000.00
Farmington	\$1,000.00
Goffstown	\$1,000.00
Hampton	\$1,580.00
Hanover	\$2,000.00
Hopkinton	\$802.67
Keene	\$2,000.00
Kingston	\$567.00
Lebanon	\$922.23
Lisbon	\$1,000.00
Londonderry	\$930.00
Pelham	\$1,000.00
Portsmouth	\$1,000.00
Rockingham County Sheriff's Office	\$636.50
Somersworth	\$1,000.00
Sugar Hill	\$1,000.00

## LEGISLATION

The following legislation was passed by the 2002 Legislative session that affected this agency:



**Chapter 53**, which was sponsored by our agency to clear up an archaic section of law dealing with fresh pursuit by police officers.

**Chapter 252**, which was sponsored by our agency to clear up an archaic section of motor vehicle law dealing with the number of lights required on a vehicle, and which was amended by the Senate to transfer \$100,000 from the Penalty Assessment Fund to the Department of Safety to fund a federal grants coordinator.

The Legislature diverted \$275,000 from the Penalty Assessment Fund to the Administrative Office of the Courts to temporarily fund additional bailiffs for the District Courts.

### Needed Legislation

There is currently a problem in obtaining adequate background information on police and corrections applicants, because present and former employers are reluctant to release adverse information on a current or former employee for fear of being sued if the person does not get a job they apply for. We recommend the passage of legislation that would hold harmless any past or present employer who, pursuant to a signed release from a job applicant, provides information on that person's job performance and character to a prospective police or corrections employer.

### The Future

The Penalty Assessment Fund is not keeping pace with the population growth of the state, the need for more extensive police training, and the record enrollments due to an increased staffing of state, county and local law enforcement agencies and the Department of Corrections, as well as a high level of turnover in these positions. We feel it is highly inappropriate to divert monies from the dedicated Police Training Fund to support unrelated State programs. In the very near future, the State will have to look at an increase in the present Penalty Assessment surcharge rate just to keep pace with the needs for law enforcement and corrections training, and the more money that is diverted from this fund for other purposes, the nearer the time draws that the surcharge will either have to be increased, or the Training Council will be forced to request partial support from the General Fund. The Council and the law enforcement community sincerely hope that there will be no money diverted from the Police Training Fund in the future.

## THE COUNCIL STAFF



### ADMINISTRATION

**Director** — Earl M. Sweeney

The Director of the Police Standards and Training Council, was appointed on September 3, 1985, and reappointed on September 3, 1989, September 3, 1993, September 3, 1997, and preappointed on June 6, 2001 for another term, effective September 3, 2001.

Director Sweeney holds A.S. and B.S. degrees in Criminal Justice from St. Anselm College and an M.A. from Vermont College of Norwich University. He is a member of the Delta Epsilon Sigma scholastic honor society, a life member of the International Association of Chiefs of Police, and the Chairman of that organization's Highway Safety Committee and their national Technical Advisory Panel. He is the author of two textbooks—one on police-community relations and one on cost-effective patrol administration.

Director Sweeney is a life member of the NH Association of Chiefs of Police, and Chairman of its Training Committee. He is a life member of the NH Police Association; and a past President of the International Association of Directors of Law Enforcement Standards and Training, who this year elected him to a 2-year term on their Board of Directors.

Director Sweeney holds membership in the National Sheriffs' Association, the American Correctional Association, the American Probation and Parole Association, and the American Society of Law Enforcement Trainers; and has served as a Field Assessor for the Commission on Accreditation of Law Enforcement Agencies. He has provided consulting advice to federal agencies, several state governments and municipalities in New England and elsewhere. Director Sweeney is a charter member of the Emerald Society of New Hampshire.



The Director has 45 years of experience in the criminal justice system. He has served as Chairman of the State Board of Parole, Chief of Police in the Town of Belmont, Field Representative for the Police Standards and Training Council, Assistant to the Director of Motor Vehicles, Acting Director of the State Police, and Deputy Commissioner of the Department of Safety. He has been an adjunct professor at St. Anselm, Franklin Pierce and Hawthorne Colleges, and the NH Community Technical Institute. He is a member of the Curriculum Advisory Committees to the Criminal Justice Program at the NH Community Technical Institute, McIntosh College, Franklin Pierce College, and Rio Salado College, and to the Law Enforcement Television Network. He has presented seminars for the International Association of Chiefs of Police, Montclair (NJ) State University, Millersville (PA) State University, and at police academies and training programs in Wyoming, Montana, Maine, Rhode Island, Massachusetts, Ohio and Vermont.

Director Sweeney has also been a member of the Governor's Task Force on Domestic Violence, and has served as a consultant to the National Highway Traffic Safety Administration. He is a certified Verbal Judo instructor, and teaches classes at the Police and Corrections Academies on police administration, legal issues, budgeting, and personnel issues. He has received the Manson-Robinson Award from the New England Council on Crime and Delinquency, the William H. Quinn Award from the New England Law Enforcement Training Institute at Babson College, and a Congressional Award of Merit for his contributions to law enforcement training.

The Director and his wife, Faye, have been married for 39 years. His son, Michael, is an Investigator with the NH State Police Gaming Enforcement Unit, and his daughter, Merry Sweeney Jeffreys, is a businesswoman in Gilford, New Hampshire.

Director Sweeney is in charge of the Council's staff, with the Assistant Director, the Bureau Chiefs of Corrections, Special Services, and Basic Training and the Accounting staff reporting directly to him.

#### **Assistant Director — Keith H. Lohmann**

Second in command of the Council's operations is its Assistant Director, Major Keith H. Lohmann of Franklin. Assistant Director Lohmann serves as the Executive Officer, and is also in charge of budget preparation, purchasing, and rule-making. He is a certified Verbal Judo instructor, and teaches computer forensics courses, management information systems, and courses on the police role in society.

Major Lohmann began his criminal justice career with the Chapel Hill, North Carolina Police Department as a Public Safety Officer/Patrolman, and later worked in the Office of the Chief as the department's Planning Officer/Analyst. He then joined the US Department of Justice as a Law Enforcement Coordinator, Administrator, and later as a Special Assistant to the US Attorney for the District of New Hampshire. Prior to accepting his position with the Council, Major Lohmann was employed at the NH Community Technical Institute as a full-time Professor of Criminal Justice.

Major Lohmann holds a Master's degree in Public Affairs from the University of North Carolina/Greensboro, a Bachelor of Administrative Sciences degree, and an Associate of Arts in Law Enforcement from Guilford College. He serves as an Associate Professor of Criminal Justice

at the NH Community Technical Institute, and an Adjunct Professor at the UNH School of Lifelong Learning and in the distance learning program at Rio Salada College. He is listed in Who's Who in America. Major Lohmann received several awards from the US Department of Justice during his tenure with them. He is a professional associate member of the NH Association of Chiefs of Police, and an associate member of the International Association of Directors of Law Enforcement Standards & Training.

The Assistant Director serves on the joint legislative-executive-judicial Interbranch Criminal Justice Committee and as a subcommittee Chairman of the Law Enforcement Communications Interoperability group.

Major Lohmann has been a pioneer in the provision of web-based training, and has developed several computer-driven training courses for presentation on the world-wide web. He has also provided computer forensics assistance to the Attorney General's Office, the US Attorney's Office, and several police departments in this state and in Massachusetts.

## **STAFF**

### **Basic Training Bureau Chief — Capt. Thomas J. Walsh, Jr.**

Captain Thomas J. Walsh, Jr. of Pembroke, who holds dual Associate's Degrees in Criminal Justice and in Business Administration from the NH Community Technical Institute, serves in this position. He has completed numerous specialized police training courses in the juvenile and supervisory fields, and his police career includes service as a Sergeant and Juvenile Officer for Gilford Police Department. He has also worked for the Tilton and Laconia Police Departments. Prior to coming to work for Police Standards & Training, he was employed by the Arwood Corporation in Northfield, New Hampshire, as an Account Manager and Customer Relations Manager.

Since arriving at Police Standards & Training, Captain Walsh has completed specialized training at the Institute for Police Technology and Management of the University of North Florida, the Transportation Safety Institute in Oklahoma City, and the Command Training Institute at Babson College.

Captain Walsh is an instructor in defensive tactics, standardized field sobriety testing, radar, firearms, defensive driving and skid car. He has coordinated the regional Part-Time Officer basic training course. He also holds a physical fitness instructor certificate from Cooper's Aerobic Institute, and is a certified Drug Recognition Expert, a DRE Instructor, and former New Hampshire state coordinator for the national Drug Evaluation and Classification (DEC) program. Captain Walsh has served as a consultant to the National Highway Traffic Safety Administration on reviewing the effectiveness of highway safety program funding in the State of Michigan. He is an Associate Member of the International Association of Directors of Law Enforcement Standards & Training. Captain Walsh serves as Commandant of the NH Police Academy.

### **Support Services Bureau Chief — Capt. Jon F. McDonald**

Capt. McDonald came to us from the state of Utah, where he retired after 21 years of full-time law enforcement service. He served as a patrol officer and detective with the Clearfield City Police

Department; an undercover and uniformed State Fish and Game officer; an investigator and caseload supervisor with the Department of Probation & Parole; and a training specialist and compliance investigator at the Utah Police Training Academy. He is certified by the Scotti School of Emergency Driving as an instructor in emergency driving, is a certified instructor in skid-car, firearms, and straight stick baton; and certified as a physical fitness instructor by the Cooper Aerobics Institute of Dallas, Texas.

Capt. McDonald is a native of Des Moines, Iowa, and holds a Bachelor of Science Degree from Weber State University, with a major in Police Science and a minor in Psychology. A former college football standout, he is also an accomplished golfer. Captain McDonald has two children, who attend Gilford schools.

Capt. McDonald is the Bureau Chief who is in charge of the regional Part-Time Officers' Training Schools, and he supervises the physical plant operations. He is also in charge of room scheduling and booking, and the annual in-service training calendar. Captain McDonald heads up the curriculum revision project for the Basic Police Officer curriculum.

#### **Computer Training and Academy Cadre — Lt. Benjamin Jean**

Lt. Benjamin Jean of Deerfield has an Associate's Degree in Criminal Justice from the NH Community Technical Institute and is enrolled in the Bachelor's Degree program at the University of New Hampshire School of Lifelong Learning.

Lt. Jean came to us from the Deerfield Police Department, where he held the rank of Corporal. He is a certified firearms instructor, a certified defensive tactics instructor, and teaches classes in Patrol Tactics and Mental Illness at the Police Academy, and in legal subjects at the Part-Time Officers' Training Schools.

Lt. Jean has considerable experience in developing computer-based learning programs, and heads our Computer Training Unit. He has produced computer-assisted training programs and web-based training programs in various subjects, and serves as a resource to the other Training Specialists in this area. He is currently assigned to the Basic Training Bureau.

Lt. Jean and his wife are the proud parents of a pre-schooler and a toddler.

#### **In-Service Training, Prosecutor Training and Testing — Lt. Gerald E. Taylor**

Lt. Gerald E. Taylor of Wolfeboro has a Bachelor of Arts degree in Telecommunications and Theater, and a Master of Science in Instructional Design from Indiana University. He is the author of various articles and publications, and has training as an Emergency Medical Technician. Before relocating in New Hampshire, Lt. Taylor had a 13-year career with the Indianapolis, Indiana, Police Department, rising to the rank of Lieutenant. In that capacity he managed city-wide operations on a shift, and taught instructor development and firearms as an Indianapolis Police Academy staff instructor.

Lt. Taylor also taught first responder, report writing, investigative techniques, and developed curricula. He wrote, produced and directed training videos and closed-circuit TV productions, including a video on the use of force that was utilized statewide by the Indiana Training Council.

Lt. Taylor is currently assigned to the Corrections and In-Service Training Bureau. He is in charge of all testing and test development for the Police Academy, coordinates all police prosecutor training, and is a federally-certified hate crimes instructor. Lt. Taylor teaches basic and advanced report writing and all of our classes in the area of consumer fraud, fraud against the elderly, and confidence games.

Lt. Taylor has worked as a historical interpreter and tour guide at the Connor Prairie Living History Museum in Noblesville, Indiana and the Canterbury Shaker Village in New Hampshire; and was a Research Assistant at the Lamson Library, University of New Hampshire.

Lt. Taylor's outside interests include United States history, and he is an amateur magician and mentalist and a charter life member of the Society of American Magicians.

### **Physical Fitness/Defensive Tactics Training —Lt. John V. Scippa**

Lt. John V. Scippa of Exeter is our Physical Fitness/Defensive Tactics Trainer. Lt. Scippa is presently attached to the Basic Training Bureau, and oversees the Council's physical fitness and defensive tactics programs. He has also served as Consultant and Assistant Commandant at the Police Academy.

Lt. Scippa holds an Associate in Science degree in Emergency Medical Care from New Hampshire Community Technical Institute, a Bachelor of Arts degree from the University of New Hampshire, and a Master of Science Degree in Criminal Justice Administration from Western New England College.

Prior to joining the Academy, Lt. Scippa worked as a Sergeant with the Rye Police Department, where he served as both a detective and patrol supervisor. Before that, Lt. Scippa worked as a nationally registered paramedic in the city of Nashua.

Lt. Scippa serves as an Adjunct Professor of Criminal Justice for the New Hampshire Technical Institute. He is certified to instruct in defensive tactics, straight and side handle baton, HGN, firearms, first-aid, CPR and automatic external defibrillator use. He holds a physical fitness specialist certification from the Cooper Institute of Aerobics Research, and has completed the Command Training Institute at Babson College. Lt. Scippa's wife is a public school teacher.

### **Firearms & Tactical Instructor — Lt. Jeffrey Mullaney**

Lt. Jeffrey Mullaney has a Bachelor of Science degree in Physical Education from Boston State College. Prior to accepting his present position with this agency, Lt. Mullaney was with the Derry Police Department, serving as field training officer, defensive tactics instructor, OC instructor, and as medic with the department's Special Response Team. He is currently assigned to the NH Police Academy. He has served as Commandant and Assistant Commandant of the Police Academy, where he teaches Patrol Procedures and Officer Survival classes. Lt. Mullaney is the Tactical Medic on the Southern New Hampshire Emergency Response Team.

Lt. Mullaney has extensive training in the tactical medicine field and has completed numerous programs, including the "advanced medical support" program held by the Department of Military Medicine/Casualty Care Research Center. He has also completed the Department of Justice

program for Incident Command at Domestic Terrorism Events, and is qualified to teach Domestic Terrorism Response.

Lt. Mullaney is a Drug Recognition Expert Instructor and has over seventeen years experience as an EMT-Intermediate. He also volunteers as an EMT-firefighter with the Auburn Fire Department. Lt. Mullaney maintains membership with the National Tactical Officers Association and is a founding member and member of the executive board of the NH Police Emerald Society and a member of the NH Police Association.

#### **Corrections Academy Commandant and Field Compliance Officer — Kimberly H. Roberts**

Sgt. Kim Roberts of the Exeter Police Department has been hired as a Law Enforcement Training Specialist with the rank of Lieutenant. Lt. Roberts holds a Bachelor's Degree in Criminal Justice from Franklin Pierce College, and has served with the Exeter PD for 14 years, in both the Patrol and Detective Divisions. She has also served as a NH Police Academy cadre member.

Following the retirement of Captain Jeff Noyes, Lt. Roberts assumed the duties of Commandant for the Corrections Academy, as she continues to conduct our field compliance audits and teach Criminal Investigative Programs.

Lt. Roberts is a resident of Hampton and her husband is employed full-time in the Air National Guard.

#### **Homeland Security Coordinator — Capt. Jeffrey L. Noyes**

Capt. Jeffrey L. Noyes, the longtime Commandant of the NH Corrections Academy and Chief of our Advanced Training Bureau, retired this year, but has returned to work on a part-time basis as our Homeland Security Coordinator. Capt. Noyes holds a Bachelor of Science Degree in Education from Plymouth State College and is a certified New Hampshire teacher. He is a former member of the Laconia Police Department, and is a certified police instructor in many subjects, as well as having recently received anti-terrorism training at the National Fire Academy in Emmettsburg, Maryland.

#### **Training Development Manager — Bradley W. Parker**

Mr. Parker is in charge of curriculum coordination, instructor evaluation, and instructional standards for our courses, as well as teaching in the Instructor Development course and coordinating many of our contracted courses. He holds degrees from the Franklin Institute of Boston and Hawthorne College, and a commercial pilot's license. Mr. Parker is a former high school industrial arts teacher.

Mr. Parker is a certified ALERT driving and Pitaressi Skid-Car instructor, and coordinates our police accreditation program. He also coordinates all special events for the Council, including awards programs and conferences.

Mr. Parker has served on the Core Competency Committee of the NH Community Technical College System, and is a member of the Northern New England Police Accreditation Coalition. He is a professional associate member of the NH Association of Chiefs of Police, and has

authored publications distributed nationally by the Federal Aviation Administration and the US Department of Transportation.

Mr. Parker is an accomplished musician, has written and recorded a number of songs, and played the piano, guitar, and violin professionally. He is a native of Littleton, and now resides in Concord.

#### **Traffic Trainer — Donald L. Vittum**

Retired Chief Donald L. Vittum of Rochester is our part-time Traffic Trainer. He holds a Bachelor's degree from the University of New Hampshire, and is a graduate of the FBI National Academy and the Command Training Institute at Babson College.

Chief Vittum has served as a NH State Trooper, a Lieutenant with the Durham Police Department, and as Chief of Police in the cities of Lebanon and Rochester. During his career with the State Police, he served as an undercover drug officer.

Chief Vittum is a former appointed member of the Police Standards and Training Council, and is a life member of the NH Association of Chiefs of Police.

Chief Vittum is a part-time member of the faculty in the Criminal Justice Department at the NH Community Technical College System, and has also taught at Hesser and McIntosh Colleges. He coordinates the Distance Learning Program for the Community Technical Institute. He is a certified horizontal gaze nystagmus instructor, and instructs various traffic-related topics at the Police Academy and in the field.

Chief Vittum has presented traffic safety training programs in Minnesota and Wisconsin, and served on several committees with the US Drug Enforcement Administration, the National Traffic Safety Administration, and the International Association of Chiefs of Police to develop and revise national training curricula. He has also served as a management consultant and participated in police management studies and the development of community policing strategies at several communities in Massachusetts, Connecticut and Rhode Island.

#### **Paralegal—Cassandra Erickson**

Cassandra Erickson was recently hired to the newly-created position of Paralegal II. She holds a Bachelor of Science degree in Behavioral Science from University of New Hampshire, College for Lifelong Learning and was employed by the Merrimack County Attorney's Office as Coordinator of their Victim/Witness program for ten years. Prior to that she was employed by the Concord City Prosecutors Office and Department of Safety.

#### **Support Services**

The professional and administrative staffs are ably supported by Supervisor I Scott Ferguson, who is in charge of videography and the firing range, and is an active member of the Law Enforcement Video Association (LEVA). He holds a Bachelor's degree from Oral Roberts University and has served as a member of that school's Alumni Curriculum Advisory Committee. Scott attended the Smith & Wesson Firearms Instructor Academy and is a certified Simunitions instructor.

Accountant I Jean Medeiros handles our bookkeeping and accounting functions, assisted by Accounting Technician I Helen Robinson, who also serves as receptionist for the Director's Office.

Our clerical support team consists of Administrative Assistant I Jeanette Evans, Program Assistants II Nancy Otis, Janet Boudreau, and Lorelee Ames, and Program Assistants I Cindy Perry and Dianna Bouvier.

Our maintenance staff consists of Plant Maintenance Engineer II Jon T. Bossey, Maintenance Mechanic II Clement E. Hamilton, Building Service Worker III Jason G. Trefrey and Building Service Worker II Dean Kratzer.

### **ADMINISTRATIVE STAFF OFF-SITE ACTIVITIES**

In addition to Recruit and Corrections Academies, Probation/Parole and in-service training, the administrative staff provides training and other services to many diverse agencies.

During the past fiscal year, the Director, Assistant Director and Law Enforcement Training Specialists presented 4 off-site training programs, taught at 22 outside agencies, narrated a video off-site, moderated a meeting, conducted 7 background investigations, 3 compliance audit checks, 3 prior training and experience verification checks, gave 8 speeches, assisted with 1 Chief assessment center, and gave 3 facility tours..

They attended 7 ceremonies including 4 award and 1 post-charter ceremony, 2 breakfasts, 1 briefing, 1 steering committee meeting, 125 other meetings, 1 training seminar, 3 training sessions, 8 conferences including 2 annual, and 1 mid-year, 2 conventions, 2 retirement dinners, 6 luncheons, 4 graduations, 2 induction ceremonies, 3 press conferences, and 1 video conference. Many of these events occurred on nights and weekends.

Topics and issues included local and national accreditation, airport safety, anti-terrorism, background investigations, breath testing (Intoxilyzer), budgeting, constitutional violations, Criminal Justice Information System, compliance, computer crime, congressional candidates, crowd control, document safety and security, , Fire Chief and EMT legislation, House bills HB1133, 1134, 1293, 1309, 1426, 1448-FN, Juvenile Justice Council logical and physical design, JusticeWorks, liability, Littleton Interactive Media Lab and Learning Center, mental health curriculum, motor vehicle homicide, narcotics, nuclear materials security, officer survival, penalty assessment, pending legislation, police awards, police chief hiring, police memorial, police personnel records, polygraph testing, preliminary and portable breath testing, Project Safe Neighborhoods, public safety awards, recruit meals, Senate bill 182-FN-A, Simunitions, street survival, terrorism, testing, traffic awards, training planning, US Attorney's Task Force, and workplace violence.

In addition to law enforcement and state agencies, the Director, Assistant Director and Law Enforcement Training Specialists also interacted with the American Association of Motor Vehicle Administrators, American Legion, AntiTerrorism Task Force, Atkinson Congregational Church, Calibre Press, Chartwell Dining, NH Cosmetology Inspectors, Crawford Polygraph, Criminal Justice Advisory Committee, Criminal Justice Information System Technology Committee, Dartmouth College, Domestic Violence Coalition, Emergency Management Training Committee,

Exeter Town Council, Farmington Selectmen, FBI Resident Agent, Finland Police, Franklin City Management, Franklin Pierce College, IACP Highway Safety Committee, International Association of Directors of Law Enforcement Standards & Training, International Association of Chiefs of Police, Keene State College, Legislative Fiscal Committee, Littleton Coin Company, Massachusetts State Police Motor Vehicle Inspectors, Nackey Loeb School of Journalism, Narcotics Task Force, National Alliance for the Mental Health, NH National Guard, National Highway Traffic Safety Administration, NH Highway Safety Committees, NH Motor Freight Association, NH Towing Association, Connecticut and New York State Police, Police Training Initiatives Commission, Racial Profiling Commission, Retirement Coalition, Rhode Island Governor, Seabrook Nuclear Plant, Terrorism Training Group, Tri-State Highway Safety Committee, University of New Hampshire, UNH College for Lifelong Learning, United States Attorney's Office, and Voices of Change.

Locations visited by the Director, Assistant Director and Law Enforcement Training Specialists included Albany, NY; Arlington, Va; Atkinson; Barnstead; Bartlett; Bedford; Belmont; Boston, MA; Bow; Bretton Woods; Bristol, RI; Cambridge, MA; Claremont; Cornish; Danvers, MA; Deerfield; Deering; Derry; Durham; Epsom; Exeter; Farmington; Framingham, MA; Fremont; Hampton; Hanover; Haverhill; Hillsboro; Keene; Kensington; Lee; Lincoln; Long Beach, CA; Manchester; Meredith; Meriden, CT; Milton; Newington; Pelham; Plymouth; Point Clear, AL; Portland, ME; Portsmouth; Providence, RI; Reston, VA; Rindge; Sandwich; Seattle, WA; Stratham; Sunapee; Toronto, Canada; Wakefield; Washington, DC; Winchester; Windham, Wolfeboro; and Worcester, MA.







### REQUIRED BASIC TRAINING

FULL-TIME OFFICERS	
YEAR	WEEKS
1966	2
1967	3
1969	5
1972	6
1978	8
1982	10
1994 to present	12
PART-TIME OFFICERS	
YEAR	HOURS
1979	Not required
1980	32
1984	78
1989 to present	100
PROBATION/PAROLE OFFICERS	
YEAR	HOURS
1988 to 1996	208
CORRECTIONS OFFICERS	
YEAR	WEEKS
1988	5
1989-1995	6
1996	8

As of 1996, PPO training consists of the Corrections Academy, 15 classes of the Police Academy, and 28 Probation/Parole classes taught by Probation/Parole staff.

## FULL-TIME POLICE OFFICER STATISTICS

FULL-TIME OFFICER TURNOVER					
	CY97	CY98	CY99	CY00	CY01
Left Departments	240	280	261	292	329
Turnover Percentage Rate	9.75	10	10.3	11.0	12.0
Experience					
Worked in only one department	172	179	121	167	206
Worked in more than one department	68	101	140	120	123
Education					
GED	4	13	8	14	9
High School Diploma	236	267	253	278	320
Some College	21	23	32	30	33
Associate's Degree	34	36	28	43	57
Bachelor's Degree	40	59	42	48	49
Master's Degree	3	5	7	6	8
Ph.D.	0	0	0	0	0
Training					
Attended Council schools	194	262	246	280	305
Did not attend Council schools	46	18	15	12	24
Average number of schools per officer	9.1	9.3	12.4	15.8	20.7
Reason for Leaving					
Resigned	166	205	200	208	224
Retired	66	60	42	70	65
Medical Resignation/Retired	11	12	9	7	4
Discharged	2	1	3	5	8
Failed probation	0	0	0	0	11
Resigned in lieu of dismissal	0	0	0	0	8
Died	0	2	7	2	0
Miscellaneous					
Presently with another department	93	108	109	108	130
Average age (excluding retirees)	28.8	33.2	33.1	31.4	33.5
Average years of service excluding retirees	4.5	4.1	8.6	4.9	4.4

NUMBER OF FULL-TIME OFFICERS IN STATE	
2002	2845
2001	2638
2000	2595
1999	2546
1998	2460
1997	2421
1996	2400
1995	2302
1994	2290
1993	2187
1992	2189
1991	2218
1990	2266
1988	2107
1987	1938
1982	1681

AVERAGE NUMBER HIRED/TERMINATED MONTHLY	
Hired	33.4
Terminated	27.2

MONTHLY ACTIVITY			
Month	Form A	Form B	Certified Recruits, Reciprocal & Make-Up Students
July	23	12	
August	42	22	
September	25	33	
October	30	25	
November	10	26	54
December	60	35	
January	52	24	
February	61	23	
March	36	34	66
April	15	32	
May	16	31	
June	31	29	80
TOTAL	401	326	200

NUMBER WAITING ATTENDANCE PER MONTH			
Month	1-3	4-6	Over 6 Mos
July	41	25	18
August	51	37	19
September	42	25	28
October	55	39	31
November	31	15	22
December	50	41	32
January	72	32	17
February	82	36	23
March	65	23	14
April	58	33	18
May	53	27	23
June	10	14	20
AVERAGE	50.8	28.9	22.1



## BASIC POLICE ACADEMIES

RECRUITS	126th	127th	128th	Totals
Number Enrolled	78	93	85	256

AGILITY TESTING	126th	127th	128th	Totals
Failed to appear	5	5	5	15
Failed agility test	12	21	9	42
Rejected for medical reasons	0	0	1	1
<b>TOTAL</b>	<b>17</b>	<b>26</b>	<b>15</b>	<b>58</b>

ENROLLMENT DAY	126th	127th	128th	Totals
Recruits enrolled for 1 <sup>st</sup> day	61	67	70	198
Resigned before 1 <sup>st</sup> day	0	0	0	0
<b>TOTAL</b>	<b>61</b>	<b>67</b>	<b>70</b>	<b>198</b>

RESIGNED DURING ACADEMY	126th	127th	128th	Totals
Personal reasons	2	4	2	8
Medical reasons	2	0	1	3
Other	0	0	1	1
DISMISSED DURING ACADEMY				
Honor Code Violations	1	0	0	1
Medical	0	1	0	1
Academic	0	0	0	0
Dismissed for other reasons	0	0	0	0
Withdrawn by department	3	0	0	3
<b>TOTAL RESIGNED/DISMISSED</b>	<b>8</b>	<b>5</b>	<b>4</b>	<b>17</b>
Number of recruits 12 <sup>TH</sup> week	53	62	66	181
Recruits attending graduation	53	62	66	181

FAILED/MISSED CLASSES	126th	127th	128th	Totals
Driving	0	0	0	0
Firearms	0	1	1	2
Physical fitness	3	3	0	6
Defensive tactics	0	0	0	0
Legal training	2	2	0	4
Other	1	2	0	3
<b>TOTAL</b>	<b>6</b>	<b>8</b>	<b>1</b>	<b>15</b>

RECRUITS/RECIPROCAL STUDENTS GRADUATING	126th	127th	128th	Totals
Recruits certified full-time	49	49	64	162
Reciprocal students certified	5	6	8	19
Makeup students from previous academy - failed or missed class, now certified full-time	3	4	8	15
<b>TOTAL</b>	<b>57</b>	<b>59</b>	<b>80</b>	<b>196</b>

GRADE ACHIEVEMENT	126th	127th	128th	Averages
Highest grade	94.5%	93.1%	94.5%	94.0%
Average grade	87.9%	87.7%	87.8%	87.8%
Lowest passing grade	80.4%	80.9%	80.5%	80.6%

INJURIES/ILLNESSES REPORTED	126th	127th	128th	Totals
Physical training	4	18	9	31
Firearms training	1	0	0	1
Defensive driving training	1	0	0	1
Defensive tactics training	6	4	2	12
Illness	6	6	3	15
Miscellaneous	3	4	7	14
<b>TOTAL</b>	<b>21</b>	<b>32</b>	<b>21</b>	<b>74</b>

RECRUIT PROFILE	126th	127th	128th	Averages
Oldest	42	45	41	43
Youngest	20	20	21	20
Average age	26.9	27.0	27.4	27.1
Months of service	2.3	3.6	3.3	3.0

## RECIPROCAL STUDENT SIT-INS

	126th	127th	128th	Totals
Reciprocal Students Pre-enrolled	8	9	8	25
Reciprocal Students 1 <sup>st</sup> Day	6	6	8	20

AGILITY TESTING	126th	127th	128th	Totals
Failed to appear	0	1	0	1
Failed agility test	2	2	0	4
Medically rejected	0	0	0	0
<b>TOTAL</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>5</b>

FAILED MANDATORY CLASSES	126th	127th	128th	Totals
Driving	0	0	0	0
Firearms	0	0	0	0
Legal training	0	0	0	0
Physical Fitness	0	0	0	0
Defensive Tactics	0	0	0	0
Other	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



## PART-TIME OFFICER STATISTICS

MONTHLY				
Month	Form A'S	Form B'S	Enrolled	Certified
July	17	8	0	0
August	25	19	0	0
September	29	17	21	0
October	18	22	31	0
November	23	43	31	26
December	39	10	0	0
January	43	12	51	3
February	22	19	63	44
March	14	27	38	1
April	27	11	38	37
May	21	12	30	1
June	21	14	30	28
<b>TOTAL</b>	<b>299</b>	<b>214</b>	<b>333</b>	<b>140</b>

PART-TIME SCHOOLS		
LOCATION & NUMBER	ENROLLED	GRADUATED
UNH-Fall - 225 <sup>th</sup>	21	19
Conway - 226 <sup>th</sup>	10	10
Concord - 227 <sup>st</sup>	51	50
Keene - 228 <sup>th</sup>	12	11
UNH-Spring - 229 <sup>th</sup>	26	25
Plymouth State College - 230 <sup>th</sup>	30	25
<b>TOTAL</b>	<b>150</b>	<b>140</b>



NUMBER OF PART-TIME OFFICERS IN STATE	
2002	1601
2001	1516
2000	1556
1999	1637
1998	1652
1997	1742
1996	1741
1995	1784
1994	1793
1993	1820
1992	1800
1991	1654
1990	1691
1989	1862
1988	2091
1987	1902

AWAITING PART-TIME CERTIFICATION - MONTH	
July	19
August	30
September	50
October	62
November	29
December	65
January	64
February	49
March	54
April	22
May	36
June	11
TOTAL	491
Average awaiting certification	41

Three reciprocal officers attended the NH Law Package, 2 resigned before the end of a part-time officer school, and 3 Air National Guard Security Police, 1 animal control officer and 1 secretary attended part-time officer schools.

## BASIC CORRECTIONS ACADEMIES

ENROLLED	C-69	C-70	C-71	Totals
Corrections Officers	28	30	41	99
DOC Civilian Students	8	9	6	23
Probation/Parole Officers	0	2	0	2
<b>TOTAL</b>	<b>36</b>	<b>41</b>	<b>47</b>	<b>124</b>

AGILITY TESTING	C-69	C-70	C-71	Totals
Failed	23	18	7	48
<b>TOTAL</b>	<b>23</b>	<b>18</b>	<b>7</b>	<b>48</b>

RESIGNED	C-69	C-70	C-71	Totals
Personal reasons	1	1	0	2
Medical reasons	0	0	1	1
Academic reasons	0	0	0	0
Other	0	0	0	0
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>3</b>

DISMISSED	C-69	C-70	C-71	Totals
Medical reasons	2	1	0	3
Academic reasons	0	0	0	0
Other	0	0	0	0
<b>TOTAL</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>3</b>

GRADUATED	C-69	C-70	C-71	Totals
Officers & Civilians	28	33	39	100
<b>TOTAL</b>	<b>28</b>	<b>33</b>	<b>39</b>	<b>100</b>

CERTIFIED	C-69	C-70	C-71	Totals
Officers	20	25	36	81
<b>TOTAL</b>	<b>20</b>	<b>25</b>	<b>36</b>	<b>81</b>

FAILED CLASSES	C-69	C-70	C-71	Totals
Academics	2	0	1	3
Firearms	1	0	3	4
Physical training	1	2	0	3
Incomplete grades	1	4	3	8
<b>TOTAL</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>18</b>

INJURIES/ILLNESSES	C-69	C-70	C-71	Totals
Physical training	5	5	7	17
Firearms training	0	0	0	0
Defensive tactics training	4	1	1	6
Illness	4	6	6	16
Miscellaneous	2	1	0	3
<b>TOTAL</b>	<b>15</b>	<b>13</b>	<b>14</b>	<b>42</b>

RECRUIT PROFILE	C-69	C-70	C-71	Averages
Oldest	53	59	63	58
Youngest	21	20	22	21
Average months of service	3	3	4	3.3

MISC. STATISTICS	C-69	C-70	C-71	Averages
Highest grade	98%	99%	97%	98.0%
Average grade	89%	90%	88%	89.0%
Lowest passing grade	70%	75%	77%	74.0%
Highest firearms score	93%	98%	95%	95.3%
Lowest firearms score	78%	80%	80%	79.3%

# IN-SERVICE TRAINING

## CONCORD

LEGEND: **APP** - Applied **ACC** - Accepted **CANC** - Cancelled **NS/INC** - No Show/Incomplete **COMP** - Completed

POLICE IN-SERVICE COURSES					
TITLE	APP	ACC	CANC	NS/INC	COMP
Advanced Defensive Tactics	13	13	0	0	13
Advanced Report Writing	9	9	2	0	7
Asset Forfeiture Training	24	24	0	6	18
At-Scene Crash Investigation	32	30	6	0	24
Audio Intelligence & Surveillance	22	22	0	1	21
Background Investigation	36	32	0	1	31
	34	31	0	3	28
Basic Defensive Tactics	4	cancelled			
Basic Dispatchers	9	9	0	0	9
Basic Drug Investigation	35	30	6	0	24
Basic Police Prosecutor	19	19	6	0	13
	47	30	1	0	29
Blood Spatter Interpretation	16	16	2	0	14
Breath Test Operator (Intoxilyzer)	62	22	0	0	22
	46	22	0	0	22
	80	22	0	0	22
	52	22	0	0	22
	59	22	0	0	22
Budget Preparation & Presentation	25	25	6	1	18
Burglary/Robbery Investigation	30	30	6	0	24
	38	30	1	0	29
Conducting Physical Fitness Tests	26	26	5	0	21
	21	21	0	0	21
	19	19	3	0	16
Crime Prevention Officer	13	13	0	1	12
Crime Scene for Detectives	39	24	4	0	20

TITLE	APP	ACC	CANC	NS/INC	COMP
Crime Scene Investigation	43	21	1	3	17
Criminal Justice Briefing	63	62	1	0	61
Defensive Driving Instructor	9	9	3	0	6
Defensive Driving Refresher	15	15	2	2	11
	0	cancelled			
Defensive Tactics Instructor	24	24	0	1	23
Detecting Blood at Crime Scenes	21	21	2	1	18
Dust and Bust	32	32	4	0	28
Field Training Officer	48	31	0	0	31
	49	30	0	0	30
	37	31	2	0	29
Fingerprint Workshop	10	9	0	1	8
Firearms Instructor *	28	24	0	0	24
	51	27	1	0	26
	44	30	7	0	23
Firearms Instructor Recertification	34	30	0	2	28
	20	20	1	3	16
	49	36	2	0	34
	24	24	3	2	19
Firearms Skills Builder	16	16	1	0	15
First-Line Supervision	21	21	1	0	20
	40	30	0	1	29
Flying While Armed	8	8	0	0	8
Fraud Investigations	33	33	4	0	29
Homicide Investigation	29	29	2	1	26
Horizontal Gaze Nystagmus/DWI	16	16	2	0	14
	7	7	0	0	7
	15	15	1	0	14
	3	cancelled due to low enrollment			
Incident Command System	35	27	7	1	19

TITLE	APP	ACC	CANC	NS/INC	COMP
Interactive Simunitions Training	24	24	10	0	14
Intermediate Defensive Driving	12	12	0	2	10
	4	cancelled			
	5	5	0	0	5
Interviews & Interrogations	36	30	0	2	28
Latent Recovery Techniques	25	25	0	0	25
Law Enforcement Leadership	20	20	5	0	15
"Less Lethal" Instructor	33	33	5	1	27
Link Analysis Interviews & Interrogations	9	9	0	1	8
Managing the Marginal Employee	31	24	7	0	17
Mass Disaster/Casualty Investigation	rescheduled				
	42	42	11	9	
MP-5 Operator	8	cancelled due to low enrollment			
	18	cancelled due to low enrollment			
Monadnock Expandable Baton	17	17	3	0	14
	5	5	0	1	4
	27	23	0	1	22
Motion Drafting & Legal Research	19	19	4	0	15
OC Basic Course	3	cancelled due to low enrollment			
OC Instructor	30	26	3	1	22
Officer Survival	23	cancelled			
Oral Advocacy	28	25	5	0	20
Planning School Security	59	59	14	6	39
Police Mountain Bike Patrol	7	cancelled due to low enrollment			
	29	27	5	0	22
Police Photography	29	22	2	0	20
	30	26	6	0	20
Police Rifle Instructor	21	21	4	2	15
	49	26	5	0	21
PR-24 Basic Instructor	3	cancelled			

TITLE	APP	ACC	CANC	NS/INC	COMP
PR- 24 Instructor Recertification	1	cancelled			
PrePaid Telephone Fraud	3	cancelled			
Private Security Liaison	21	21	1	0	20
Revolver Instructor	7	7	2	0	5
Rules of Evidence for Prosecutors	21	21	3	0	18
School Threat Assessment	81	81	7	0	74
Shotgun Instructor	33	22	1	1	20
Skid Car - AM	3	3	0	0	3
Survival Spanish	31	31	9	0	22
	35	31	6	3	22
Technical Crash Investigation	17	17	1	0	16
Vicarious Traumatization	9	9	1	0	8
Warrants & Complaints	35	35	7	0	28
	31	25	1	2	22
Weapons of Mass Destruction	37	30	0	1	29
Wellness in Law Enforcement	29	25	3	0	22
TOTALS	2,674	2,119	226	64	1,829

\*Six failed first Firearms Instructor course, 4 failed the second, and 3 failed the third.



## REGIONAL

LEGEND: **APP** - Applied **ACC** - Accepted **CANC** - Cancelled **NS** - No Show **COMP** - Completed

POLICE IN-SERVICE REGIONAL COURSES					
TITLE	APP	ACC	CANC	NS/INC	COMP
Crime Scene for Detectives	20	20	1	0	19
Criminal Justice Information System	13	13	0	0	13
FBI Infrastructure Protection	33	33	0	0	33
Flying While Armed	8	8	0	0	8
	22	22	0	0	22
	8	8	0	0	8
	12	12	0	0	12
Handcuffing Refresher	8	8	0	0	8
Identification Recognition	15	15	0	0	15
Legal Update	20	20	0	0	20
Major Case Management	18	17	1	0	16
Monadnock Expandable Baton	12	12	0	0	12
Monadnock Expandable - AM	17	17	0	0	17
Monadnock Expandable - PM	19	19	0	0	19
Motor Vehicle Law Update - Web	6	6	0	0	6
Nuclear Plant Security	16	16	0	0	16
Police Mountain Bike Refresher	7	7	0	0	7
Police Photography	13	13	2	0	11
Preliminary Breath Testing	30	30	0	0	30
Presenting Your Case	29	29	0	0	29
Uniform Response Part 1 Crime	14	14	0	2	12
YDC Presentation	23	23	0	0	23
TOTALS	363	362	4	2	356



## CORRECTIONS IN-SERVICE CURRICULUM

### TOPICAL AREAS

Adult CPR Refresher
Back Injury Prevention
Comprehensive Corrections Collaborative System
Corrections Officer Firearms Qualification
Defensive Driving
Defensive Tactics Refresher
Defensive Spray Refresher
Field Training Officer
Gangs and Hostage Situations
Handcuffing Refresher
Infant, Child and Adult CPR
Inmate Management
Inspection Workshop Update
Men Who Batter
Personnel Procedures
PR-24 Recertification
Probation/Parole Firearms Qualification
Probation/parole Officer Survival
Probation/Parole Weapons Practice
Rifle Qualification
Riot Control
Sexual Harassment
Sexual Addict Treatment
Shotgun Qualification
Suicide Prevention
Supervision II
Team Development
Weapons Practice
Weapons Safety and Familiarization

## MISCELLANEOUS

CORRESPONDENCE COURSES				
TITLE	APPLIED	ACCEPTED	INCOMPLETE	COMPLETED
Cost Effective Patrol Management	4	4	0	4
Police/Community Relations	9	9	2	7
Supervision	13	13	1	12
Police Officer's Guide	9	9	3	6
TOTAL	35	35	6	29

PROBATION/PAROLE CERTIFICATES	
Grandfathered on 7/1/96	62
Number enrolled in Training	11
Number Certified	7

BREAKDOWN OF STATE CORRECTIONS PERSONNEL	
Executives	9
Managers/Administrators	66
Corrections Officers	644
Probation/Parole Officers	76
Medical Personnel	55
Teachers/Instructors	35
Shop Supervisors/Tradesmen	79
Recreational Personnel	2
Clerical/Administrative	131
Psychologists/Social Workers	66
TOTAL	1,163

ANNUAL FIREARMS TRAINING	
Newly-Certified Firearms Instructors	40
Total Officers Qualified - Range & Classroom	3,510

SPECIALIZED CERTIFICATES	
Certified Adjunct Instructors	39
Certified Firearms Instructors	846
Certified Radar Operators	2,220
Certified Intoxilyzer Operators	921

STUDENT HOURS OF TRAINING	
Basic Police	92,170
Part-Time Police	14,000
Basic Corrections	4,480
In-Service Police	44,064
Regional Police	2,136
In-Service Corrections	41,560
TOTAL	198,410

NUMBER OF MEALS AUTHORIZED FOR STUDENTS	
Basic Police	17,270
Basic Corrections	2,800
In-Service Police	380
In-Service Corrections	0
TOTAL	20,450

MEDIA UNIT REPORT	
Number of new videos purchased	1
Number of new videos acquired from other sources	4
Number of new videos produced	3
Number of tapes copied or reproduced	803
TOTAL	811